

Community Partners



Girl Scouts of Central Texas

Empower Girl Scouts as a Community Partner



We are excited to explore the opportunity for your organization to work with Girl Scouts of Central Texas. Community partners are an integral part of how Girl Scouts connect with their community.

Girl Scouts is the preeminent organization dedicated to developing leadership in girls and youth. Girl Scouts youth and adults work side by side to design fun and challenging activities that empower them to Discover, Connect, and Take Action around issues that interest them and impact their community. Our Community Partners enhance the Girl Scout experience and offer opportunities for Girl Scouts to lead.

In this packet you will find:

- Information on Girl Scout programming
- Information on Community Partnership program options and the benefits of working with Girl Scouts
- Safety and logistics information
- Community Partnership application information



Community Partner Checklist

- Read this packet and consider how you and your organization could partner with Girl Scouts. Review the Safety Activity Checkpoints that apply to your proposed program.
- Complete and submit the Community Partnership Request form.
- Girl Scouts will schedule a meeting with you. During this meeting, we will go over the partnership opportunities and develop a plan of action. Your Community Partnership Agreement will be finalized at this meeting.
- If needed, provide a Certificate of Insurance with at least \$1,000,000 in general liability coverage.

Become a Community Partner

When you've identified how you would like to partner with Girl Scouts of Central Texas, scan the QR code with a mobile device or visit www.gsctx.org/partner to submit an application.



For questions or more information, please contact us at (800) 733-0011 or programs@gsctx.org.

We look forward to working with you!

About Girl Scouts



Girl Scout Leadership Experience



The model we use to achieve our mission is the Girl Scout Leadership Experience. The Girl Scout Leadership Experience is what Girl Scouts do and how they do it.

What Girl Scouts Do



Discover



Connect



Take Action

How They Do It



Girl-led



Cooperative Learning



Learning by Doing

The processes describe how youth participate in Girl Scouts.

Girl-Led, or youth-led, means that Girl Scouts of every age take an active and grade-appropriate role in figuring out the what, where, when, why, and how of what they do.

Cooperative learning is designed to promote sharing of knowledge, skills, and learning in an atmosphere of respect and cooperation as Girl Scouts work together on goals that can only be accomplished with the help of others.

Learning by doing is hands-on learning that engages Girl Scouts in an ongoing cycle of action and reflection. When Girl Scouts actively participate in meaningful activities and later reflect on them, they get a deeper understanding of concepts and mastery of skills.

Girl Scout Levels

Girl Scouts are grouped into levels by grade. Each level has age-appropriate program resources.



DAISY
Grades K-1



BROWNIE
Grades 2-3



JUNIOR
Grades 4-5



CADETTE
Grades 6-8



SENIOR
Grades 9-10



AMBASSADOR
Grades 11-12

About Girl Scouts of Central Texas

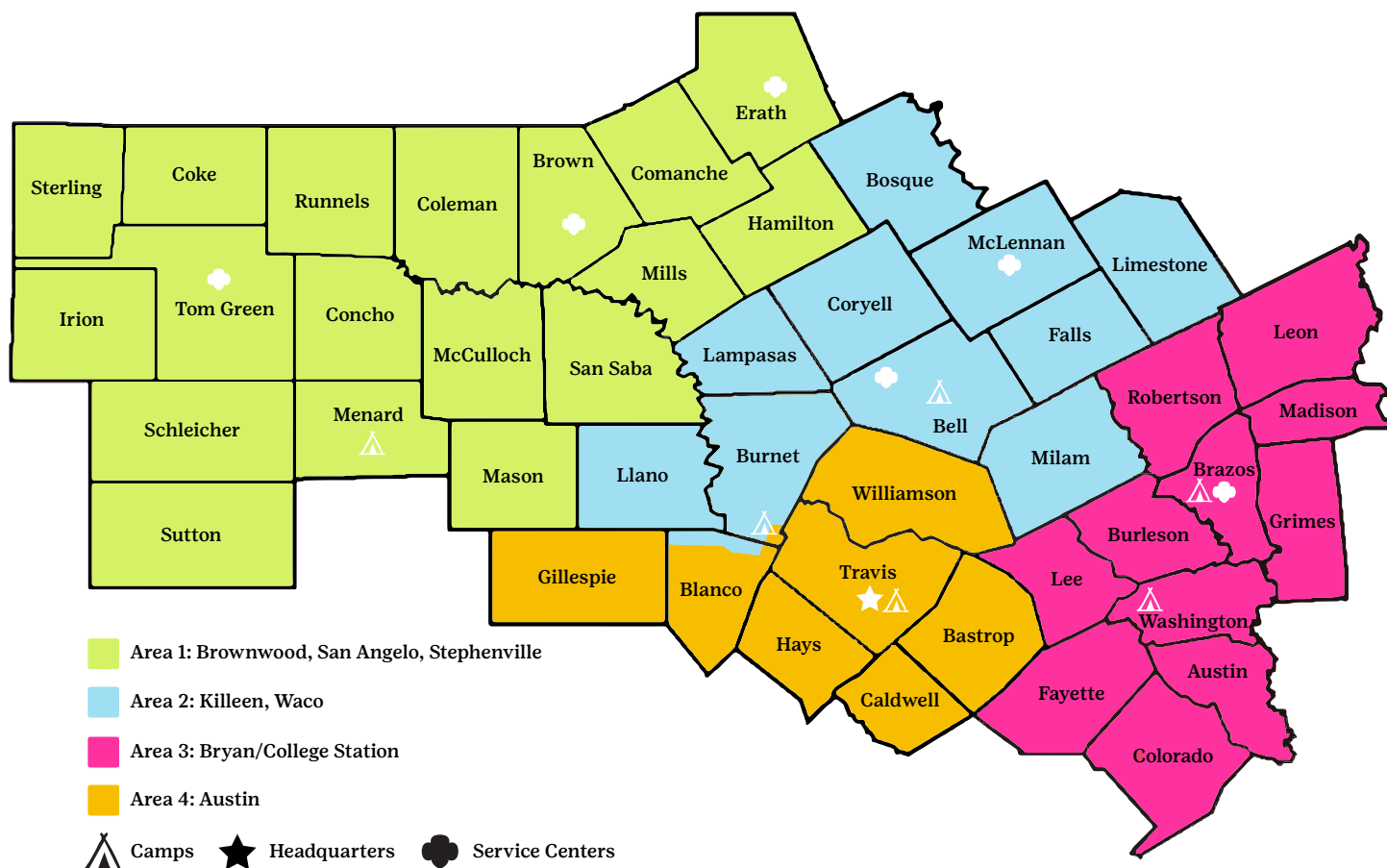


As the proven expert in girls for over a century, no other organization meets the needs of future leaders in Central Texas better than Girl Scouts. United in friendship and passion, we span 46 counties in Central Texas, with nearly 12,500 Girl Scout youth and more than 10,000 adult volunteers. We are a force for good in our communities, completing thousands of service projects each year. Our members change the world, both through small acts of kindness, and big take-action projects that make a lasting impact. We know there's power in every Girl Scout and they can discover it with Girl Scouts!



Our Structure

- Headquartered in Austin at the Kodosky Service Center
- Governed by our volunteer Board of Directors
- Service Centers in Brownwood, Bryan/College Station, Killeen, San Angelo, and Waco
- Two overnight camps and three primitive camps
- Thirteen Girl Scout Houses across the council



Program Resources

Girl Scouts earn awards and badges by completing Girl Scout Journeys and skill-building badges.

Journeys

Journeys provide a framework for the Girl Scout Leadership Experience. They are designed to take place over multiple sessions and help the Girl Scouts explore and develop skills to discover, connect, and take action around a common theme. There are multiple Journeys for Girl Scouts the girls to choose from at each Girl Scout level. The Journeys include the following themes:

- It's Your World - Change It
- It's Your Planet - Love It
- It's Your Story - Tell It
- STEM
- The Outdoors

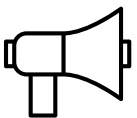
Badges

Badges are nationally developed official awards that give Girl Scouts the opportunity to try new things and explore a specific topic. A badge is made up of 5 steps with 3 options for each step. Girl Scouts should practice the skills they are learning so that they can use those skills in the future. Badges are based around the four focus pillars: STEM, Life Skills, Outdoors, and Entrepreneurship.



STEM

Innovation is born! Computer science, engineering, robotics, outdoor STEM, and more!



Life Skills

Be the best you! Civic engagement, healthy living, global citizenship, communication skills.



Outdoors

Adventure and skill building await! Camping experiences for all ages — from the backyard to the backcountry.



Entrepreneurship

Cookies, please! The Girl Scout cookie program teaches goal setting, business ethics, and people skills.

Patches

Patches are unofficial awards that Girl Scouts earn or receive as recognition for the activities they do in Girl Scouts. Community Partners have the option to design their own fun patches to give to participants if desired.



For more information on Journeys, badges, and patches, visit www.gsctx.org/badges.

About Community Partners



Programming with Girl Scouts



Girl Scouts love to visit local community organizations and businesses, learn about what that organization or business does, experience something new, meet new people, and have fun. Creating fun, educational, and quality programs or offerings for Girl Scouts is easy to do. Here are some things to think about when brainstorming or developing different opportunities that Girl Scouts can take part in with your organization or business.

- What does your organization do? What is your expertise?
- What is fun about your job? What do you think the Girl Scouts would love to learn about or participate in?
- What do you already offer for public programming?
- How does your programming fit into the Girl Scout National Program Portfolio (badges, journeys)?
- What ages are your opportunities best suited for?
- Do you want to have pre-scheduled programs or flexible events?

Girl Scout staff can help you determine the best badges that fit into your programming or how you might be able to tailor your existing programs or activities for Girl Scouts. Please note that you do not need to develop a badge workshop to host Girl Scout programming. We prefer Girl Scouts complete requirements for badges, but it is not mandatory.



Program Opportunities



Program Host

A Program Host is a business or organization that plans and delivers programs at their location or a location of their choosing. Types of programs include:

- One-time program
- Series
- Multiple programs throughout the year
- Badge workshops
- Virtual programming

Sponsorship

Love the programs Girl Scouts offer and want to support your favorite? Your organization can provide financial support for a designated program or event of your choosing. Additional options include sponsoring a Girl Scout to attend camp or a trip, sponsoring a prize for an event, or donating promotional materials, such as water bottles or sunscreen, to give away at events. For more information on sponsorship levels, contact the Resource Development team at development@gstcx.org.

Community Resource Partner

Community Resource Partners are businesses or organizations that provide activities or events with a discounted fee for Girl Scouts. Activities do not need to be tailored to the Girl Scout program but may include aspects of badges. These opportunities might also include shows, tours, and sporting events. Many times, these discounts are also extended to family members.

Volunteer

Events and programs hosted by Girl Scouts of Central Texas are largely dependent on volunteer support. Your organization can support our mission by choosing to volunteer at one of many annual events that require support.

Community Programs Sponsorship or Volunteer Support

Community Programs aim to serve all youth regardless of their circumstances, bringing community-funded programming directly to the places they already are. Through these programs, Girl Scouts of Central Texas reaches between 1,500 and 2,000 youth each year in communities, youth who would otherwise be unable to participate in Girl Scouting due to geographic, socioeconomic, or emotional challenges they face each day because of circumstances beyond their control. Community Troops serve youth in grades K -12 and provides opportunities and activities to designed to enhance self-esteem, build leadership and life skills, teach advocacy, enhance career and college readiness, encourage community service, post-secondary opportunities in STEM education and careers, and encourage staying in school and graduation.

Community Partners can support these programs by sponsoring individual troops or programs (various sponsorship levels are available) or by volunteering with a troop.



Program Scheduling



The Girl Scout program year starts October 1 and runs through the end of September. From January through March, our Girl Scouts are primarily involved in the Girl Scout Cookie Program. It is best if other events are not scheduled during this time. Consider that Girl Scout and troop activities generally slow down during the summer months, so if you would like to offer a summer program, offer ample time for promotion. When considering the date for your event, consult with Girl Scout staff to ensure that there is not a conflict with a previously scheduled event.

Program Session	Event Information Due Date	Registration Opens
Spring Programs (Jan. - May)	October 1	November 15
Summer Programs (June - Aug.)	February 1	March 1
Fall Programs (Sept. - Dec.)	June 1	July 15

Program registrations open on specific dates for each season. Please be aware of the following deadlines when planning your program dates.

Program Marketing

Partner programs are marketed through various channels including the events calendar, website marketing, social media, member newsletters, and other marketing vehicles as recommended by our Communications and Marketing team. For the best partnership marketing, a high-resolution logo and artwork is needed to create materials. If you require proof before posting, please allow plenty of time.

Program Registration

Council-led programs and events are promoted on our events and programming calendar, and most events use our registration system for participant sign-up. Members are familiar with this system and utilize it to search for upcoming events. Council will send confirmation emails with any necessary information, including directions to the facility, preparation instructions (how to dress and what to bring), cancellation policy, and day of event contact information.

Reporting and Surveys

Prior to the event date, Girl Scout staff will provide Community Partners with event surveys, a link to the post-event report, emergency procedure information, sign-in sheets, signage, and patches or badges if applicable. An online link for the evaluation survey can be provided if you have computer access at your program location. Community Partners are required to submit the post-event report (online), sign-in sheet, and evaluation surveys within two weeks of the close of the event to programs@gstcx.org or by mail.





Caregivers of each Girl Scout indicate on a membership document whether they grant permission for their child to be photographed or videotaped for the purpose of promoting Girl Scouts. Photographs taken at a Community Partner location or by a Community Partner representative during a Girl Scout activity will solely be used for promoting Girl Scouts and will be the property of Girl Scouts of Central Texas. Use of these photos/videos by a community partner for promoting the partnership will be based on approval by the Marketing and Communications team. Written permission will need to be requested from Marketing and Communications prior to the event at communications@gstcx.org. If partners require their own photo release, it should be collected by a partner representative during event check-in.



Girl Scouts Brand

Any materials carrying the Girl Scouts or Girl Scouts of Central Texas brand, such as our name, Movement logo, Trefoil, council servicemark, or other imagery on promotional flyers, brochures, website, social media, or other marketing collateral, must follow the Girl Scouts brand guide and be approved by the Marketing and Communications team at communications@gstcx.org. Please allow up to 14 business days to approve marketing materials created by Community Partners.

The Basics

Cobranding

Partner and Sponsor Cobranding
The Movement servicemark should be used when creating partnership lookups.

While there is no single rule defining the scale relationship of our servicemark to all partner logos, the following examples of various proportions serve as a guide.

The distance between our logo and the partner logo should be one Trefoil, vertically or horizontally. The scale of the logos should achieve an optical balance, not an exact measurement.

The two logos should always be vertically or horizontally centered depending on the orientation.

Use a thin gray line to separate our logo from the partner logo.

If there is prominent placement of the Girl Scout brand name where the partnership lookup appears, the Trefoil alone can be used in place of the servicemark.

Note: These parameters apply to partners and sponsors but are not intended for product and licensing.

Here is a range of examples to show how partnership servicemarks should appear.

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The Basics

Color Palette

Girl Scout Green
Green is one of our greatest equities. It should be used prominently in external communications, especially for the Trefoil. Two new shades of green support Girl Scout Green, adding variety, depth, and richness. Always consider the role of green when creating both internal and external communications. Also think about communications for both low awareness and high awareness environments.

Full Color Palette
This set of colors offers a broad range of options to achieve various moods and tones when designing for different audiences. The palette includes highest awards colors, grade level colors, and cookie colors—but these colors are not reserved exclusively for those uses.

Trefoil

The Trefoil is the simplest and most potent expression of our brand. It can be used when communicating with both internal and external audiences.

It may be used alone for communications where the Girl Scout brand has already been established through prominent copy or other clear context. Otherwise, it should be used in combination with the Movement or council servicemarks.

Note: Affiliation gear is a great way to build brand equity in the Trefoil as a stand-alone symbol. In these cases, the wearer serves as the context, becoming a natural ambassador for the brand. Gear can include shirts, hoodies, bags, hats, pins, etc.

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More Advanced

Typesetting

Alignment
There are two options for alignment. Headlines and single sentences are centered, while paragraphs and body copy are left aligned. Below are some use case examples.

Centered:

- Headlines and single sentences.

Left aligned:

- Paragraphs
- Captions

Case
Sentence case is the term for capitalizing the first letter of every sentence and is the default in most use cases.

Title case is the term for capitalizing the first letter of each word (except for "minor" words—typically articles, short prepositions, and some conjunctions). The title case for program names, titles, and headlines that are not full sentences.

Words set in all caps are permissible in very limited use cases. Never set more than a few words in all caps and use it sparingly in running copy.

Typesetting Don'ts

- Don't use previous Girl Scout typefaces: Trefoil Sans, Trefoil Slab, Trefoil DIY, Shortbread, or Thin Mint.
- Don't outline type.
- Don't add effects to type.
- Don't use mixed alignment.

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Safety and Logistics

Girl Scout Safety Standards



One of the responsibilities of an adult working with Girl Scouts is to safeguard the health of the youth in the group and instill in them a sense of safety. This responsibility may take the form of:

- Working to prevent injury or illness to youth and adults.
- Demonstrating a concern for the health and safety of the individuals.
- Honoring pluralism and diversity so Girl Scouts feel emotionally safe.
- Staying cognizant of the location, weather, and other conditions before, during, and after an activity.
- Being a positive role model for Girl Scouts and always adhering to the following guidelines:
- Don't use illegal drugs.
- Don't smoke cigarettes or drink alcohol in the presence of girls.
- Don't engage in child abuse of any kind. Abuse includes neglect, physical injury, emotional maltreatment including verbal abuse of a child, and sexual abuse. Sexual advances, improper touching, and sexual activity of any kind with youth is strictly prohibited.
- Don't carry firearms or ammunition in the presence of Girl Scouts.

Additional Safety Activity Checkpoints may be given to you as they relate to the activity you are leading. For example, we have in-depth safety requirements for activities such as horseback riding, whitewater rafting, swimming, and other "high risk" activities available at www.gsctx.org/safety.



Knowing How Many Volunteers You Need



Knowing How Many Volunteers You Need

When Girl Scouts attend an event as a group or troop, adult volunteers must always be present to ensure Girl Scouts have fun and stay safe, no matter their grade level. If Girl Scouts are attending individually, caregivers must stay with the child at the event. Use the chart below to know the minimum number of volunteers needed to supervise a specific number of Girl Scouts.

Drop off events allow for individual Girl Scouts to attend without chaperones. It is at the discretion of Community Partners and council if they choose to host a drop off event.

If a Community Partner chooses to allow Girl Scouts to attend an event without a chaperone, the Community Partner will accept full responsibility for them during the event. In this case, all adults from the organization present at the event must successfully pass a criminal background check, and the Community Partner will be required to collect permission slips and health history forms from guardians. Additional Girl Scout training may be required depending on the event being hosted. A person certified in first aid/CPR must also be provided by the Community Partner.

For overnight events, it is not appropriate for men to sleep in the same space with Girl Scout youth. Men may participate only if separate sleeping quarters and bathrooms are available for their use.

Girl Scouts Volunteer-to-Girl Ratios	Group Meetings		Events, Travel, and Camping	
	Two - unrelated volunteers* for up to this number of girls:	One - additional volunteer to each additional:	Two - unrelated volunteers* for up to this number of girls:	One - additional volunteer to each additional:
Daisies (Grades K-1)	12	1-6	6	1-4
Brownies (Grades 2-3)	20	1-8	12	1-6
Juniors (Grades 4-5)	25	1-10	16	1-8
Cadettes (Grades 6-8)	25	1-12	20	1-10
Seniors (Grades 9-10)	30	1-15	24	1-12
Ambassadors (Grades 11-12)	30	1-15	24	1-12

*at least one of whom is a woman



Use the checklist below to ensure you follow Girl Scout first aid/CPR guidelines:

- Review all safety information at the start of the event with the Girl Scouts.
- Provide a basic first aid kit at the location.
- Obtain permission slips from the troop leader with emergency contact information for events at which troops come together.
- Permission slips are collected as part of the registration for Girl Scouts participating individually.



Insurance

An organization collaborating with Girl Scouts of Central Texas must submit a current Certificate of Liability Insurance naming Girl Scouts as a certificate holder to verify that it has at least \$1,000,000 in general liability coverage. If your organization is self-insured, please send a document to verify this. If your organization is not providing insurance, but the location of the event is providing the insurance, please send in a copy of the location's liability insurance. Girl Scouts can also provide, upon request, a Certificate of Liability Insurance to the organization for proof of coverage of its members.

Please note: Not everyone attending your event may be a registered member. Non-members are not covered by Girl Scout insurance. An event can be designated as member only or allow for non-members to attend. If non-members are permitted to attend, Girl Scouts will secure non-member insurance for the event.

If using a hold-harmless or liability waiver form, please note that leaders cannot sign for the individual members in their troop. Forms must be given to the troops ahead of time so that caregivers can complete the form.



The safety of the Girl Scouts is most important, both during the program and when traveling to and from the event. If canceling due to weather, try to contact Girl Scouts prior to the start of the event so troops are not traveling in adverse conditions. When you are planning an event outside, consider making a contingency plan or establishing a rain date prior to the event. Please use your best judgment regarding weather. If a program is being held outside, program specialist staff will work with their supervisors and collaborators to assess whether the program should continue as planned. Factors such as these will be taken into account when making a decision:

- Travel safety
- Girl Scout age, comfort, and experience level
- Temperature and wind
- Likelihood of getting wet
- Likelihood of lightning
- Slip or fall risk
- Availability of help
- Drop-off or not drop-off program
- Availability of shelter
- Site policies/site closure
- Collaborator feedback
- Potential for worsening of weather or weather impacts (such as: flooding, icing) during course of event



Location Accessibility

All activities should meet ADA requirements. This can be discussed and planned during your meeting with Girl Scouts.